

ASSISTANT CIVIL ENGINEER
JOB ANALYSIS
BACKGROUND INFORMATION

Date of Study: September 11 – 14, 2001

Collective Bargaining Identification: R09

Job Analysis Conducted By:

Mary Sue Bautista, Staff Services Manager I

Number of Incumbents: Per Department of Corrections Filled/Vacant Position
Report dated June 29, 2001 there are no incumbents in this
classification.

Subject Matter Expert(s):

David Podesto, Section Chief, Facilities and Business Management Division

Weishin Yu, Senior Civil Engineer, Facilities and Business Management Division

INFORMATION GATHERING
ASSISTANT CIVIL ENGINEER

The initial list of task statements and the initial list of knowledge, skills, and abilities statements were identified after conducting a literature review which consisted of the:

- State Personnel Board class specification
- Class specification from the states of Kentucky, Illinois, Washington